



## **CITY OF KIRKLAND PLANNING AND COMMUNITY DEVELOPMENT**

123 Fifth Avenue, Kirkland, WA 98033 425.587.3225

[www.kirklandwa.gov](http://www.kirklandwa.gov)

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### **RULES GOVERNING HOME OCCUPATIONS AND BUSINESSES CONDUCTED INCIDENTAL TO A RESIDENTIAL USE**

A business conducted incidental to a residential use is termed a home occupation and is governed by Kirkland Zoning Code (KZC) Section 115.65. A home occupation is permitted without a zoning permit if it complies with all of the following.

1. Home occupations are allowed as an accessory use to the residential use of a single-family, multifamily, or accessory dwelling unit, subject to the requirements of this chapter (KZC 115.65). A business license shall be required for all home occupations.
2. The location of the home occupation must be the principal residence of the person(s) conducting the home occupation.
3. A home occupation may be conducted if it:
  - a. Is carried on by residents of the dwelling unit and, in addition, may involve no more than two (2) other business participants visiting the dwelling unit (or, for properties that contain an accessory dwelling unit, visiting the property) per day. "Other business participants" shall include non-family employees and independent contractors;
  - b. Has no outside storage, including equipment stored on vehicles;
  - c. Requires no alteration to the interior or exterior of the dwelling that changes its residential character;
  - d. Does not involve activities, including but not limited to the use of heavy equipment, power tools, power sources, hazardous materials, or other equipment or materials that result in noise, vibration, smoke, dust, odors, heat, traffic, parking, or other conditions that exceed, in duration or intensity, such conditions normally produced by a residential use;
  - e. Has, in addition to daily mail service, no more than a combined total of three (3) commercial and courier pickups and deliveries at the dwelling unit (or, for properties that contain an accessory dwelling unit, the property) per day, and no more than 10 such pickups and deliveries per week. Said pickups and deliveries shall occur between the hours of 8:00 a.m. and 6:00 p.m.;
  - f. Occupies no more than 500 square feet of floor area, including any space in an accessory structure;
  - g. Includes no more than six (6) clients/customers per day and no more than two (2) clients/customers at any time visiting the dwelling unit (or, for properties that contain an accessory dwelling unit, visiting the property) for goods or services. A family arriving in a single vehicle shall be considered one (1) client. Client/customer visits to a home occupation shall be between the hours of 8:00 a.m. and 8:00 p.m. (not applicable to a bed and breakfast house);
  - h. Operates no more than one (1) vehicle, van, truck or similar vehicle. The vehicle shall not exceed any of the following:

- 1) A gross vehicle weight of 10,000 pounds;
- 2) A height of nine (9) feet; and/or
- 3) A length of 22 feet;

The measurement of vehicle height and length shall include bumpers and any other elements that are required by federal or state law for the operation of the vehicle on public roads; and

- i. Has no exterior indication other than one (1) building-mounted, non-illuminated sign with a maximum size of two (2) square feet.

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For information about operating a bed and breakfast home see KZC Section 115.65.4.j.

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A home occupation which does not meet the above requirements may be allowed if approved under a Process I zoning permit as described in KZC Chapter 145 and only if it (KZC Section 115.65.5):

- 1) Will not harm the character of the surrounding neighborhood; and
- 2) Will not include outdoor storage and/or operation of building materials, machinery, commercial vehicles, or tools, except if it meets the following criteria:
  - a) Is appropriately screened from other properties;
  - b) Does not emit noise, odor, or heat; and
  - c) Does not create glare; and
- 3) Does not create a condition which injures or endangers the comfort, repose, health or safety of persons on abutting properties or streets; and
- 4) Will not generate excessive traffic or necessitate excessive parking; and
- 5) Will locate and screen any required or proposed site improvement in a manner that minimizes its view from surrounding properties or adjacent streets.
- 6) For bed and breakfast houses, there will be a maximum of four (4) guest rooms.

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For more information about the City's home occupation regulations, contact:

**Department of Planning and Community Development**

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